

Space Family Education, Inc.  
Board of Director's Open Meeting

**REPORTS**

***Director***

Please note: Ms. Hirning was absent, but provided a report through Mr. Boyes.

Staffing

- **New Hires:** Jaime hired for new year. Two subs currently working and being evaluated as potential full-time hires. Still looking for Pre-K and early Pre-K teachers.
- **Resignations:** Julie Becker moved to Child Time and the new teacher for Pre-K had to leave for medical reasons.
- **Other:** Ms. Hirning is currently looking at a Caregiver Temporary Service out of League City that could be used when a substitute was required. The summer teachers have been hired.

Fundraisers: Box tops \$50, Current catalog \$635, CiCi's Pizza \$13, Easter eggs \$44. Ms. Hirning had included in her notes a request to purchase a die cut machine, but the discussion was tabled until Ms. Hirning could be present for the discussion.

**Operations**

Facility: Tuition is to be raised by \$15 a week when the new school opens to cover the cost of the food program and the loan. The new furniture has been ordered and will ship when payment is received. Ms. Hirning plans to start moving kids into the new facility starting on the 17th with a ribbon cutting ceremony on the 18th. The actual start date for the new school will be August 21. Current schedule has the new facility available to SFEI on July 15th.

Special Events: Graduation program is scheduled 5/24. Ms. Buquo stated that there would be a video program available as part of the entertainment using the pictures provided by the teachers.

Other: Currently have 72 signed up for summer camp with 50 on a wait list. Summer Camp parent-teacher meeting will be held 5/22. Ms. Hirning stated that she was working on the summer schedule for the other classes.

***Committees***

**Education Curriculum**

(Kristy Hirning)

Playground: Report was that everything is fine and proceeding. The current budget is 65K plus 10K for the grass and fence work. This is still an estimate, but a good one.

Newsletter and WebPage: We have a new editor for the newsletter coming on board next month. It is someone from the Waitlist very interested in earning additional points.

***Room Captains***

Room 1:  
(Ron Clayton; Alternate, Cindy Cross)  
No Report

Room 2:  
(Ray Gomez; Alternate, Mark Gibb)  
No Report

Room 3  
(Tom Allen; Alternate, Pam De La Cruz)  
No Report

Room 4  
(Lori Garcia; Alternate Michael Janas)  
No report.

Room 5  
(Karen Pickering; Alternate, Bobbie Swan)  
No report

Kindergarten  
(David Goeken; Alternate, Gretchen Thomas)  
Reminder that Friday is the teacher's luncheon and that folks needed to contribute a dollar.

### ***Board Members***

#### Policies and Procedures

Gretchen Thomas: Reported that there were 7 openings (3 infants, 6 kindergartners, 3 toddlers). The subject of once again reminding folks that they can donate their deposit was discussed and an action was assigned to David Goeken.

#### Secretary

Lynn Buquo: Reported that she continued to be behind, but was aware that the dues letter needed to go out. The Board decided to raise the membership fee for the FY01 fiscal year to \$20.00. Ms. Buquo also pointed out that it was once again time to do the annual evaluation of the Director.

#### Treasurer

Susan Gomez: Reported that SFEI ended the fiscal year coming very close to breaking even. Financial report is available on the Child Care Center Web site.

#### Vice President

David Goeken

#### President

Tim Boyes: Reported that he had a meeting with Bob Hall and had discussed the following.

- For the loan to SFEI the Exchange would require documentation of costs and current financial status. The Exchange was asking for a good deal of information. The burden for providing most of the information was going to fall on Ms. Gomez.
- There would definitely be no first grade for the upcoming school year.
- Discussed keeping the temporary building. Ms. Buquo pointed out that as of right now, ISD was treating the old facility as an unsupported building until firm requirements were available to discuss.

Mr. Boyes also reported on the following subjects.

- School bus would be receiving air conditioning and NASA would be covering the cost of installation.
- The MOU with the Center was being updated to state that COD would cover monthly cleaning of the tile and carpets, will mow up to the fence line and cover the cost of grease disposal as required. Mr. Boyes stated that the person currently doing the mowing and bug spraying will continue to do so with the new school.
- Mr. Boyes pointed out that he had still been being asked by several parents about the status of refunds from Watchme Grow. He was working it and hoped to have the issue resolved soon.
- Parentwatch was currently working on wiring in the new building.
- Mentioned that we needed to consider a ribbon cutting party as well as establishing a moving committee.

***SFEI Members***

Walk-ons

***BUSINESS***

**Old Business**

**New Business**

The next meeting will be June 15, 2000  
Room Location Bldg. 45, Rm 351; 11:30 AM - 1:00 PM